



## STAFF REPORT

Meeting Date: September 6, 2016

Agenda Item #: 9e

TO: Mayor and Town Council

FROM: Lisa Anglin, Town Clerk

THRU: Susan Parker, Town Administrator

TITLE: **Mayor and Council Member Replacement Procedure Discussion**

ATTACH: Procedure for Filling a Town Council Member Vacancy

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**Summary:** The procedure used by Council recently when filling the Council Member vacancy is attached.

**Recommendation:** Council is requested to discuss and establish the procedures to be used when filling the Mayor and Council Member vacancies.